

AZ JOB CONNECTION NEWSLETTER

Workforce Information Technology Section (WITS) working to keep you informed and up-to-date!

DES Annual Security Training

We made it through another DES Annual Security Training. For some of you the DES Annual Security Training went smoothly; for others not so smooth.

Some of the issues that we experienced during this year's DES Annual Security Training for AJC users were:

- Incorrect email addresses
- Active AJC staff accounts for staff that were no longer employed.
 - When staff leave an organization, the staff account should be disabled by the Regional Director.
- Staff taking the Data Security Recertification CBT with a different EIN number.

To ensure a smooth DES Annual Security Training for this coming year please take a moment now, to make sure you have updated all your information in AJC. You can do this by logging into AJC and selecting "My Profile." This is where you can:

- Change your password
- Change your security question and answer
- Change your contact information:
 - phone number
 - email address
 - location address
 - verify your EIN and make sure that your AJC profile is correct and current

If corrections need to be made, notify your Regional Director so a request for correction can be sent to AJC support staff.

We also want to caution staff about changing their UserName. Although this ability exists in AJC, if you have several roles, changing your UserName will break the links to the roles that currently exist.

Ability is what you're capable of doing.

Motivation determines what you do.

Attitude determines how well you do it.

Coming soon... a Webinar on the Document Uploading feature in AJC. The Workforce Services Section will be hosting a Webinar for Adult, Dislocated Worker, and Youth Staff. The purpose of this webinar is to demonstrate the process to upload documents to AJC for Eligibility and Data Element Validation. We will also explain the benefits for utilizing this feature. Look for an email invitation soon!!

Would you like to view previously distributed newsletters or do you have a change to the Arizona Job Connection system that you would like to request for review through the AJC Workgroup?

Use the following link:

[AZ Job Connection Newsletters](#)

Arizona@Work

a proud partner of the American job center network

ARIZONA@WORK, is a collaboration of the workforce development partners that collectively match employers with jobseekers. The system unifies 12 regional areas and 47 local workforce offices throughout the state under the new name and identity. A public/private partnership, ARIZONA@WORK assists employers of all sizes and types in the recruitment, development and retention of qualified employees to meet diverse business needs. ARIZONA@WORK also provides job seekers with a variety of services and resources to aid in the pursuit of employment opportunities such as skills development, job search and other related supports. As part of the American Job Center Network, ARIZONA@WORK provides services, without cost, to employers and job seekers alike.

"By uniting all of our services, resources and offices under one name and identity, we can better serve employers and job seekers throughout Arizona," said Arizona Association of Workforce Developers Board of Directors member John Morales. "We are fully collaborative and totally unified all sharing one mission: providing innovative workforce solutions at the local level, all across our state."

ARIZONA@WORK serves communities around the state through a network of local offices, including the City of Phoenix, the Nineteen Tribal Nations, and Northeastern and Southeastern Arizona, as well as the following counties: Coconino, La Paz, Maricopa, Mohave, Pima, Pinal, Santa Cruz, Yavapai and Yuma.

For more information,
visit www.ARIZONAatWORK.com.

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In **Registered Apprenticeship News**; Tech Mold Inc. a long time Arizona registered apprenticeship program has had great success with its outstanding manufacturing program. Recently after registering a new apprentice to Tech Mold Inc. we received this quote from the program manager.

"It's the first time that we have an Apprentice that's the son of a former Tech Mold Apprentice. AND, that former Apprentice is still working at Tech Mold as a Lead Mold Maker."

This is what apprenticeship is famous for, building careers. Outreach efforts by the Arizona Program lead are showing fruition with recent registrations of a business service apprenticeship program for a CPA and a Cook apprenticeship for a rural restaurant and Brewery.

There is a lot of interest in apprenticeship these past few years. Employers see the benefits of training their own skilled workforce through registered apprenticeship rather than trying to search for skilled workers that are becoming more difficult to locate in today's job markets.

For more information on apprenticeship programs visit www.azapprenticeship.com and go to apprenticeship programs for a list of programs with occupations listed and contact information to each program. Contact the programs directly for application information.

Staff Development

If you think hiring someone, training them and having them leave is expensive, try hiring them, not training them and having them stay.

WINNING TEAMS ...

Trust each other
Respect each other
Understand each other
Enjoy each other

©2008 Teamwork Consultants

Lean

What is Lean?

Lean is not an acronym or a separate initiative; it is a way to focus what we do already on what matters most. Focusing on what matters most means eliminating distractions; it means identifying and eliminating wasteful activities that do not further the mission. Waste frustrates everyone - employees, managers, customers, taxpayers and everyone who expects government to perform well. Waste comes from things like delays, unnecessary handoffs, defects, errors and especially blame.

The Lean movement, while taking a forefront at DES, is actually an initiative led by our Governor Ducey and his Chief of Operations, Henry Darwin. For those of you not familiar with Lean, Lean is a methodology and a culture that emphasizes providing goods or services to the customer (whether that customer be internal or external) with the customer's needs and wants as the foremost priority, but also to provide those goods and services with the absolute minimal amount of waste and using the best flow. DES Staff, please email any ideas or suggestions to lean-ideas@azdes.gov, and continue to sign up for the Lean Awareness class DEW1045.

AJC Change Control Requests

Do you have a suggestion or a recommendation to process within the AJC application?

We would like to hear from you!

Please use the following link to create a Change Control Request (CCR) for the AJC Workgroup to review. [CCR](#)

All requests should be emailed to AJCInfo@azdes.gov for processing.

Staff Kudos

Employers Comments

Maria S Barnett, Santa Cruz is our case manager. When our employees do not have time to post the positions, she offers to post the positions for us.

Very helpful services; we are receiving applicants for our general manager to review.

Job Seekers Comments

So many opportunities at the Workforce Center on 101/McDowell. Julie Pellan, is a wonderful person.

I did not know what you to expect but you really exceeded my expectations. My case worker is Holly Nelson, Showlow office; she is amazing and appreciated her help. Sometimes I do not know what to ask but she volunteers information about the program and its features.

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Heads-up

Staff Resume Reviews – Have you ever wondered why you don't always see the "Resume Review Status" when conducting a resume search on a specific job posting?

Currently, this feature is only available when the resume search function is used on a job posting that is staff managed. If "Yes" is displayed in the "Staff Assistance" field on the job postings page of an employer's account you will be able to view the resume status and select a resume review status.

► Producer at KPNX-TV 12 in Phoenix, AZ

Job# 2066982 | Made Public: 2016-03-02 | Updated: 2016-03-07 | Search Resumes

Views: 1 | Expires: 2016-04-01 (24 days) | **Staff Assistance: Yes** | 0 of 10 Referrals

Maids and Housekeeping Cleaners

Review Status: Not Reviewed

RESUME DETAILS

Resume Review

ARLENE MARTINEZ

Not Reviewed

Skills Gap - Not Referred

Education Gap - Not Referred

Work History Gap - Not Referred

Resume Issue - Not Referred

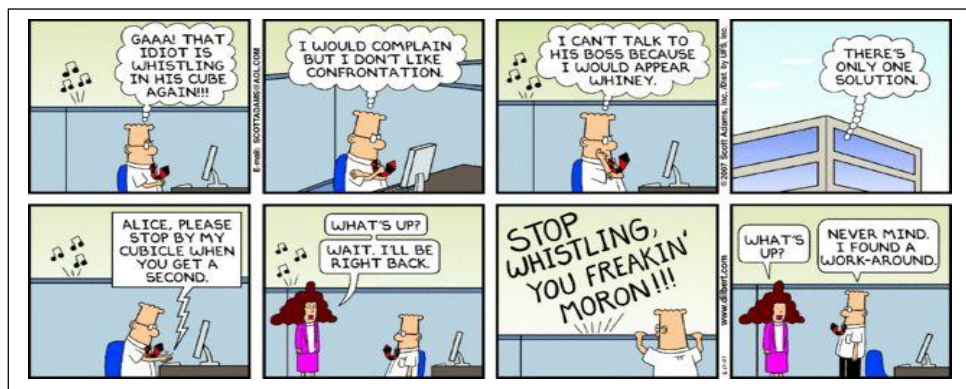
Other - Not Referred

Set Status

The good news is AJLA-TS is working on making the Staff Resume Reviews function available for all job orders, not just staff managed. Keep your eye on future AJC newsletters to find out when this function will be added to AJC.

Caution

Staff should only have one browser open when using AJC. If more than one browser is open when working with your clients (jobseekers or employers) there is a potential of data being saved under the incorrect client.



If you have items of interest or upcoming events that you would like to have added to the AJC Newsletter please send your item to the AJCInfo@AzDes.Gov email. We will add as many of them as we can to the next AJC Newsletter. The next AJC Newsletter is coming in June.

